BTEC Assignment Brief

Qualification	Pearson BTEC Level 3 National Foundation Diploma in Enterprise and Entrepreneurship Pearson BTEC Level 3 National Diploma in Enterprise and Entrepreneurship Pearson BTEC Level 3 National Extended Diploma in Enterprise and Entrepreneurship
Unit number and title	**Unit 36 : Social Enterprise**
Learning aim(s) (For NQF only)	**C:** Plan, participate in and review a short social enterprise activity
Assignment title	Plan, participate and review a social enterprise activity
Assessor	
Issue date	
Hand in deadline	

Vocational Scenario or Context	From the research you have already carried out it is clear that social enterprises have a significant role in modern business. Running your own social enterprise activity involves skills using a wide range of the skills you have been learning such as communication, numeracy, problem solving, working with others, planning and organising. Now is the time to put your skills into action!

Task 1	You need to plan, participate in and review a short social enterprise activity. **<u>Part A</u>** Firstly, decide on the activity and plan for its delivery. You will need to write a comprehensive report detailing: - social and commercial objectives of the activity - how you plan to meet stakeholders' needs - funding - finances - timescale - support and resources required **<u>Part B</u>** Carry out the social enterprise activity, ensuring you take an active role in its delivery. You will need to capture evidence of your own active participation This could be captured through the use of is captured through the use of: - video clips - annotated photographs - audio recordings To support this evidence, your tutor/assessor will need to provide you with an observation statement describing your input into the delivery of the enterprise activity.

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	Further evidence could be collated such as: - witness statements from supervisors - feedback from customers - feedback from other stakeholders. **<u>Part C</u>** Once the activity has been delivered, write a report in which you evaluate its effectiveness of the social enterprise activity carried out. Your evaluation should arrive at a clear conclusion which is based on well balanced analysis of: - the extent to which the activity met the planned social and commercial objectives - the extent to which the activity met stakeholder needs - the achievement of success factors - the impact of your own contribution to the success of the activity The report will be comprehensive, professionally presented, with a logical structure and will be well written making use of the correct business and financial terminology.
Checklist of evidence required	Portfolio of evidence demonstrating: - planning documentation of the social enterprise activity (e.g. action plans, timelines, budget plans, meeting minutes) - Evidence of your active participation in the delivery of the activity such as video clips, annotated photographs which are supported by an observation records as well as relevant witness statements and participant/customer/other stakeholder feedback forms - written evaluation of the effectiveness of the social enterprise activity

Criteria covered by this task:	
Unit/Criteria reference	To achieve the criteria you must show that you are able to:
36/C.D3	Evaluate the effectiveness of a social enterprise activity including a reflection on own contribution.
36/C.M3	Analyse how the plan helped the social enterprise activity meet its objectives.
36/C.M4	Assess the impact of own contribution to the social enterprise activity.
36/C.P5	Plan for a social enterprise activity, including details of roles and responsibilities.
36/C.P6	Carry out a social enterprise activity.
36/C.P7	Review the outcomes of the social enterprise activity against the plan.

Sources of information to support you with this Assignment	The Social Enterprise Academy contains a valuable resource bank on starting an enterprise. http://www.socialenterprise.academy/scot/Resource-Bank/Starting-Your-Enterprise/ Social Entrepreneurship: What Everyone Needs to Know by David Bornstein & Susan Davis (ISBN: 9780195396331)
Other assessment materials attached to	*N/A*

this Assignment Brief	